

**Josie Matthews**

**From:** Nigel Greenhalgh  
**Sent:** 12 April 2018 09:52  
**To:** Emma Blackham; Paul Johnson; Adam Crowther;  
**Cc:** [REDACTED]  
**Subject:** Brabazon Arena - Transport Meeting - 13 04 2018  
**Attachments:** Filton Brabazon Arena - Transport Options.docx; Brabazon Arena - Action Log V1 - updated 11 04 18.docx; BCC Minutes - Joint Transport Meeting 21 03 2018 (FINAL).doc; Brabazon Programme - V2 Y11 & SGC - April 2018.pdf

**Categories:** Info

Dear All

Before the meeting tomorrow I attach a number of documents and would ask you to review so that we can discuss and agree a way forward to develop a solution to the transport issues raised due to servicing the Filton Arena.

1. The Final minutes – Pleased review and make sure all actions are progressed
2. The Transport options – We are not going to be able to get to an agreed position, prior to the Cabinet meeting, on how to resolve the car movements and parking associated with the Brabazon Arena. Therefore, I am proposing that we agree that a solution, using the options listed in this paper, would be possible.
3. The Brabazon programme – I have updated as far as possible and now need confirmation of the Park and Ride dates and the west link road opening.
4. The Action Log – This highlights the main issues and actions and the progress since the last meeting. We need to review and agree how we are going to finalise all the outstanding items.

If you have any issues before the meeting tomorrow please call as this the last chance we have to get these actions and the way forward agreed prior to the Cabinet meeting.

Thanks for your help and I look forward to catching up tomorrow.

Nigel

*Nigel Greenhalgh  
Arena Consultant*



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## Filton Brabazon Arena (YTL Bristol Arena)

### Transport Options – April 2018

1. On-Site parking at the rear of Brabazon Hangers for the Crews, Acts and associated staff, through the BAE vehicular access – This will provide improved security, health and safety and provision for a number of articulated trucks.
2. Parking on the Filton Airfield Site in a new Multi-Storey car park:
  - a) VIP
  - b) Disabled Parking
  - c) May be some general public (Expensive price)
3. Provision of a modal transport interchange on the Filton Airfield site, to include Rail, MetroBus, other local bus services and car parking.
4. Coach Parking on Filton Airfield site at the transport interchange, for National and Private Hire coaches as well as providing the link to the Park and Ride sites.
5. Parking at The Mall – Car Park H would be acceptable to The Mall subject to separate security and management, which will be provided by YTL.
6. Completion and operation of MetroBus (ii) in 2021, as planned.
7. Agreement of increased bus services, both before and after, for Arena events with First Bus. Locations to be agreed.
8. Completion and operation of Metro West 2 (MW2), in 2021 as planned.
9. Discuss the possibility of increasing the hourly service to half-hourly. What would be the effect on the costs and delivery date of MW2?
10. Agreement of increased rail services, both before and after, for Arena events with GWR. Locations to be agreed.
11. A new rail link from Brabazon to Bristol Parkway, through the Stoke Gifford triangle. A high-level review of the options, costs and timeline is being undertaken at the moment.
12. Use of existing Park and Ride sites:
  - a) Bristol Parkway station
  - b) Portway Park and Ride
13. Review and agreement, jointly between BCC and SGC, of the development and location of new Park and Ride sites. This is being carried out at the moment.
14. Agreement of a joint parking policy, between SGC and BCC, for the area around the Arena, both SGC and BCC wards.
15. Research the possibility of setting up a joint Traffic and Parking demand restraint strategy.
16. Research the possibility of setting up a joint Traffic Control Centre, for BCC and SGC. This is to be operated by both BCC and SGC.



<Department Name>  
<Brabazon Arena - Transport>

## MINUTES

Meeting	Date	Time	Location
Filton Arena - Transport Review	21 <sup>st</sup> March 2018	13.00	100 Temple Street
<b>Attendees</b>			
Steve Evans (SE) – South Gloucestershire Council (SGC) Emma Blackham (EB) – SGC – Transport Lead Paul Johnson (PB) – SGC – Transport DC Malcolm Parsons (MP) – Network Rail David Lear (DL) – CH2M Paul Crowther (PC) – BCC Transport Lead Nigel Greenhalgh (NG) – BCC – PM			
<b>Apologies</b>			
Paul Bufton – CH2M	<b>Cc</b>		
	Colin Molton (CM) – BCC Peter Mann (PM) – BCC Barra Mac Ruairi (BM) - YTL		

## Agenda Items

1. Introductions
2. Aim of the Meeting
3. Presentation by CH2M of updated transport study
4. Programme review
5. Review, discuss and agree the transport infrastructure required to service the Arena and the funding
6. Discuss mitigation possible
7. AOB
8. Development of a Joint Agreement for the Cabinet paper

Agenda Item	Discussion Points/ Outcomes & Actions	Actions
1	<b>Introductions</b> NG introduced himself to the meeting and confirmed that he has been appointed by BCC to prepare a statement of support for the Brabazon Arena project proposed by YTL. The Cabinet meeting is 1 <sup>st</sup> May 2018, so the time is very tight to get this report together. All parties will need to work together to promote and demonstrate a collaborative statement.	
2	<b>Aim of the Meeting</b> NG explained that the aim of this meeting is to review the CH2M transport report, explore the transport opportunities for servicing the	

Agenda Item	Discussion Points/ Outcomes & Actions	Actions
	Arena and agree to work together to develop a set of solutions.	
3	<p><b>CH2M Report</b></p> <p>DL went through the report and highlighted the main issues, which are listed below. I have also added the required actions:</p> <p><b>General:</b></p> <ul style="list-style-type: none"> <li>• YTL to confirm total number of people expected to visit the Arena annually</li> <li>• YTL to confirm the expected number and size of events annually</li> <li>• YTL to confirm the expected time of the events</li> </ul> <p><b>Highways</b></p> <ul style="list-style-type: none"> <li>• Highway access into the Brabazon site from the A38 – To be discussed between SGC and BCC (CH2M) and possible solutions proposed</li> <li>• Highway access from Charlton Road (Extant permission) is to be considered by BCC (CH2M) and SGC</li> <li>• Access to the site to be discussed and agreed with BAE</li> </ul> <p><b>Rail</b></p> <ul style="list-style-type: none"> <li>• YTL/NR to design a platform for an arena event. This should be part of YTL's proposal and offer</li> <li>• A train service direct to Bristol Parkway, from Filton North, is essential. MP to review the options</li> <li>• Metro West is only planned to have a regular hourly service. MP to research the possibility of a ½ hourly service and then increased services for the main arena events (Brighton Arena puts on an increased rail service to move people in and out for the main events)</li> <li>• MP confirmed that there will be no possibility of putting on any more long-distance connections after 11.40pm, other than those in the latest timetable for 2018</li> </ul> <p><b>Park and Ride</b></p> <ul style="list-style-type: none"> <li>• The report suggests that using Park and Ride sites would not be possible due to the number of people that could be moved. This is not correct and needs to be reviewed. AC to get the scope of work corrected and CH2M to respond quickly</li> </ul> <p><b>Off – Street Parking</b></p> <ul style="list-style-type: none"> <li>• The Brabazon Hangers have a large area at the rear of the hangers that could be used for car parking</li> <li>• The report suggests that this could be used for general parking, coach parking, disabled parking, VIP parking and for event set-up parking</li> <li>• Adequate road access into the site is the issue. DL to look at possible options for providing a vehicular access into the Brabazon hangers and discuss with AC/P/J/EB</li> <li>• NG to discuss, with YTL, their proposal for gaining access to the site.</li> </ul>	<p>BM</p> <p>BM</p> <p>BM</p> <p>PJ/DL</p> <p>PJ/DL</p> <p>BM</p> <p>BM/MP</p> <p>MP</p> <p>MP</p> <p>AC/DL</p> <p>AC/EB</p> <p>NG/BM</p>

Agenda Item	Discussion Points/ Outcomes & Actions	Actions
	<ul style="list-style-type: none"> <li>The report has assumed that 2,000 vehicles can be parked on site. AC to review and confirm if this is an acceptable assumption for the report</li> <li>NG to make contact with the Mali at Cribbs to review the parking possibilities on their existing car parks</li> </ul> <p><b>On – Street Parking</b></p> <ul style="list-style-type: none"> <li>Measures must be put in place to prevent indiscriminate on – street parking. A joint agreement between BCC and SGC required. AC/NG discuss with EB/SE</li> </ul> <p><b>Report Improvements</b></p> <ul style="list-style-type: none"> <li>AC stated that the report does not include what was requested and AC to clarify the scope and reissue to DL</li> <li>NG feels that the report does not look at all the possible options and there has not been enough stakeholder engagement</li> <li>The report needs to look at the options, split the possibilities into phases and get agreement in principle from the stakeholders</li> </ul>	<p>NG</p> <p>AC/EB</p> <p>AC/DL</p> <p>DL</p> <p>DL</p>
4	<p><b>Delivery and Operational Programme</b></p> <p>NG issued a programme before the meeting and this is to be completed by YTL/BCC/SGC/NR</p> <ul style="list-style-type: none"> <li>NG to make contact with YTL and get them to confirm the required dates and information</li> <li>PJ to respond to date queries within the programme</li> <li>The programme assume that the Brabazon Arena could be open in 2022 – YTL to confirm</li> <li>The programme assumes that Metro Bus(ii) and Metro West (ii) will be open and operational in 2021 – SGC/NR to confirm</li> </ul>	<p>NG/BM</p> <p>PJ</p> <p>BM</p> <p>SE/MP</p>
5	<p><b>Transport Infrastructure needed to service the Brabazon Arena</b></p> <p><b>Metro Bus (ii)</b></p> <ul style="list-style-type: none"> <li>SGC confirmed that this project is funded and will write a statement of confirmation for the report, with the planned opening date.</li> <li>NG to contact the operators, once appointed and get agreement in principle to providing extra buses before and after Arena events, subject to funding being agreed.</li> </ul> <p><b>Metro West (ii)</b></p> <ul style="list-style-type: none"> <li>SE and MP confirmed that this project is funded at the current GRIP stage but with further GRIP stages to identify final costs. SE/MP to confirm if the present levels of agreed funding are likely to be adequate for the existing design.</li> <li>MP confirmed that at present the infrastructure, including the signalling, is being designed for an hourly service</li> <li>MP suggested that the infrastructure should be designed for a ½ hourly service now. NG to discuss with MP/SGC as the funding of any extra costs will need to be agreed before instruction</li> </ul>	<p>SE</p> <p>NG</p> <p>SE/MP</p> <p>NG/MP/SE</p>

Agenda Item	Discussion Points/ Outcomes & Actions	Actions
	<ul style="list-style-type: none"> <li>NG to discuss with MP the possibility of increased services for an Arena event</li> <li>MP confirmed that at present there are 5 freight passes /hour along this section of line</li> <li>MP confirmed that the platforms are being designed for a 5-car service</li> <li>YTL/CH2M to confirm the likely Arena rail passenger flows so that the platform can be designed to cater for the extra people</li> </ul>	NG/MP   DL/BM
	<b>Car Access</b> <ul style="list-style-type: none"> <li>DL/EB/AC to review and confirm if a new vehicular access, into Brabazon, is possible</li> <li>NG to make contact with YTL about the possibilities and their proposals for improving access</li> </ul>	DL/EB/AC NG/BM
	<b>Park and Rides</b> <ul style="list-style-type: none"> <li>AC/EB confirmed that a joint approach to park and ride provision has been agreed and the studies are being undertaken at the moment</li> <li>AC/EB to confirm when the outcome and proposals will be finalised</li> </ul>	AC/EB
6	<b>Mitigation Options:</b>	
	<b>Rail (Metro West (ii))</b> <ul style="list-style-type: none"> <li>It was agreed that for the late major events, rail will be a shuttle service between the Park and Ride sites and the Arena and to and from Temple Meads</li> <li>MP to confirm the extra costs for changing the design for a ½ hourly service now</li> <li>Increase the usage as much as possible by putting on extra services for major events – agree possibilities with NR/GWR</li> <li>Look for a direct link from North Filton to Parkway – NG to discuss the scope of the study required to enable NR to make a decision in principle</li> <li>Support in principle required from Network Rail and GWR (The Operator)</li> </ul>	Note MP NG/MP NG/MP NG/MP
	<b>Bus (Metro Bus (ii))</b> <ul style="list-style-type: none"> <li>It was agreed that for the late major events, Metro Bus could provide a shuttle service between the Park and Ride site and the Arena subject to agreeing funding</li> <li>Increase the usage as much as possible by putting on extra services for major events – agree possibilities with /First</li> </ul>	Note NG
	<b>Car Parking</b> <ul style="list-style-type: none"> <li>SGC/BCC to consider a joint parking policy for the area around the arena</li> <li>SGC/BCC to consider the Park and Ride strategy both for everyday usage and for the Arena events. All agreed that it would be best to use the same sites for both and just increase the parking provision and bus/rail services</li> </ul>	SE/AC EB/AC

Agenda Item	Discussion Points/ Outcomes & Actions	Actions
	<p><b>Phasing</b></p> <p><b>Phase 1</b> – Period from the opening of the Arena to completion and operation of the Park and Ride sites:</p> <ul style="list-style-type: none"> <li>This assumes that Metro West (i) and Metro Bus (i) are both completed and operational and an agreement has been reached with the operators for increased services before and after the main events</li> <li>Agree the level of parking at the Brabazon, with YTL, for Event Crews, Coach Parking, Disabled parking, VIP parking and maybe some general parking</li> <li>Agree the access for the above with YTL and SGC/BCC</li> <li>Agree possible parking with The Mall at Cribbs</li> <li>Agree the principle of parking on the YTL site and walking across the green bridge. This will be possible due to the spare capacity as the development will not be completed until 2036</li> </ul>	<p>NG/BM</p> <p>EB/AC</p> <p>NG</p> <p>NG/BM</p>
	<p><b>Phase 2</b> – Period from completion of the Park and Rides and the setting up of the connecting services, especially for the main events:</p> <ul style="list-style-type: none"> <li>This assumes that Metro West (ii) and Metro Bus (ii) are both completed and operational and the increased services before and after the main events, are working and funded</li> <li>Agree the level of parking at the Brabazon, with YTL, for Event Crews, Coach Parking, Disabled parking, VIP parking and maybe some general parking</li> <li>Agree the access for the above with YTL and SGC/BCC</li> <li>Assume <b>NO</b> parking at The Mall or on the YTL site</li> </ul>	<p>NG/BM</p> <p>EB/AC</p>
7	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>It was agreed that Traffic and Parking demand restraint was a good idea, but could be difficult politically</li> <li>This could assist with the funding of a Mass Transit system</li> <li>Look at hotel capacity, both on opening and in the future. This could lead to an improved link with the City Centre</li> <li>The possibility of using other car parks, such as local services and then providing a Park and Ride service</li> <li>The possibility of setting up a Joint Control Centre was discussed but it will not be included within the scope of these meetings.</li> </ul>	<p>SE/NG</p> <p>NG</p> <p>DL</p>
8	<p><b>Joint Agreement for the Cabinet Paper</b></p> <ul style="list-style-type: none"> <li>NG confirmed that he is looking for a joint statement from the Councils, BCC and SGC, confirming how they are and will continue to work together to support the services required to make the Arena a success. NG to draft a statement for comment.</li> <li>NG also requires a joint statement from the other major stakeholders; YTL, First, GWR, confirming that they are behind the project and will work with the operators to make the project a success</li> </ul>	<p>BCC/SGC</p> <p>NG</p>

## Brabazon Arena

Action Log – 27<sup>th</sup> March 2018

Updated 11<sup>th</sup> April 2018

### Transport Strategy:

- General
  - YTL to confirm the proposed number of events annually, the timing and sizes. This is to assist the transport people to understand what they are going to have to deal with.]]
  - YTL has confirmed that they are assuming the following numbers of people and events over the first five years:
    - [REDACTED]
  - Proposed event numbers:
    - 2022 – [REDACTED]
    - 2023 – [REDACTED]
    - 2024 – [REDACTED]
    - 2025 – [REDACTED]
    - 2026 – [REDACTED]
  - [REDACTED] of these will be the large events (16,000)
  - Agree the split before and after the Park and Rides are operational with SGC, BCC, YTL, The Mall, First and GWR:
    - Before – Use The Mall and YTL's site for parking
    - After – Use the Park and Rides and ensure extra buses and trains are available
    - it has been agreed that this simplistic approach is not going to be acceptable due to extra traffic movements at the M5 junctions.
    - NG has developed a menu of possible mitigation measures and it is to be confirmed, by both BCC and SGC, that they will work together to put develop a selection of these mitigation measures to service the arena. These will change over time.
  - YTL is producing a breakdown of the likely methods of transport, based on their experience and supportable information from other Arenas and GWR. This will be used to inform the CH2M transport study

- **Metro Bus (ii):**
  - Get a letter of confirmation from SGC stating that funding is in place, the arrangement with NR finalised and the proposed completion date. Still awaited.
  - Get a letter of confirmation from YTL stating when the agreed MetroBus (ii) works will be completed on site. Still awaited.
  - Get a letter of confirmation from First stating that they will provide extra buses before and after the Arena events. Still awaited from James Freeman – First Group
- **Metro West (ii):**
  - Get a letter of confirmation from SGC, specifically in relation to the North Filton to Temple Meads service, stating that funding is in place, the arrangement with NR finalised and the proposed completion date. Still awaited.
  - Get a letter of confirmation from YTL confirming that they will design, fund and build the Filton North station to cope with the passengers visiting the Arena. Also get confirmation of the completion date for the station, from YTL. Still awaited.
  - Discuss with SGC and NR the costs and timescale for installing the infrastructure now for a half-hourly service. At present the scope is to provide an hourly service between North Filton and Temple Meads
  - Get a letter of confirmation from GWR stating that they will provide extra train services before and after the Arena events. Supporting email received from GWR (Dan Okey)
- **Rail link between Filton North and Parkway:**
  - At present this is not in the agreed works
  - There is an estimated price of £15m for the works being discussed, but I do not think this is supportable. NR do not
  - Discuss and agree the scope of works for a high-level study with NR (Malcolm Parsons) NR cannot do this work until July 2018 due to resource constraints
  - NG discuss with Motts, who are NR's approved consultants, about costs and time to produce this Initial report
  - Motts has been appointed to undertake a high-level study to confirm that the aim is possible and the likely level of infrastructure costs to make the service operational
  - On completion, get a letter of confirmation from GWR stating that they will provide extra train services before and after the Arena events. Supporting email received from GWR (Dan Okey)

- **Car Parking**

- YTL to confirm the level of possible parking to the rear of the Brabazon Hangers and the access routes. YTL has confirmed that this will be for Crews, Acts and the associated transport requirements – up to 30 articulated lorries
- YTL to confirm when the access points into their development site will be completed. This has been confirmed.
- YTL to confirm what parking will be available, on their site, when the Arena opens (End 2022). YTL has demonstrated that it would be possible to park up to 3,000 vehicles on opening of the Arena. YTL is building a multi-storey car park as part of their development, adjacent to the transport interchange
- SGC/BCC to confirm when the Park and Ride studies will be completed and when a decision on those to promote will be agreed. Still Awaited
- SGC/BCC to confirm when each of the agreed Park and Ride will be available and how they will be funded. Still Awaited
- SGC/BCC to write a statement of support confirming that they will work together to develop an acceptable transport strategy, based on the agreed list of possibilities, to service the Arena

